



# Return to school

## March 2021

## Risk Assessment

What are the hazards?	Who might be harmed and how?	What are we doing already?	What further action do we need to take?	Who?	When?
<b>Safeguarding</b>					
<b>PUPIL SAFETY</b> Social, emotional & physical well being	Pupils Mental health	Details of Designated Safeguarding Leads were given to relevant agencies - MASH, EHA, East Team, local area teams, Safeguarding Education Manager (Kathy Sears).	Follow safeguarding policy and procedures. Have regard to the statutory safeguarding guidance, <a href="#">keeping children safe in education</a> and should refer to the <a href="#">coronavirus (COVID-19): safeguarding in schools, colleges and other providers guidance</a> . Governors adopted LA's Covid Addendum January 2021  Curriculum to reflect emotional needs of pupils.	All staff  CL	Ongoing
Social, emotional & physical well being	All pupils Mental Health	Online reporting system accessible to all staff from home and work - concerns logged, actioned by relevant staff members.	Time for children to share experiences Focus on PSHE Regular checks in with all staff. PE twice a week outdoors.	Staff  CAMH	March 2021
Social, emotional & physical well being	EHCP pupils	Annual reviews completed & RA for those in already in place Access to learning via TEAMS or paper content	Update risk assessments, share with bubble staff, considering changed procedures, following discussion with parents. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we will offer immediate access to remote education and monitor engagement.	SB HS	March 2021
Spread of virus through inappropriate behaviours.	All	Some children are already in school with risk assessments.	Follow Behaviour Policy which includes adherence to new procedures for hand hygiene, social distancing and respiratory hygiene. Identification and individual risk assessments for pupils who may find regulations a challenge. Provide support for children who may have Social, Emotional, Mental Health concerns- via family worker, CHUMS, Educational Psychologist	SLT	Ongoing

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Non-Attendance	Pupils	Staff emails and calls. Family worker involvement.	Office to call. If required, follow up from FWs/ SENCo/EWO Where pupils are CEV, home learning will be provided. Absence will not be penalised. If a child has to self- isolate or shield, remote learning will continue as per the Remote Learning policy. A device will be provided if required. If a whole bubble is required to self-isolate, remote learning using Teams will take place.	Office FW SENCo Teachers TAs	Ongoing

<b>WATER SAFETY</b>		Water fountains are sealed off. These will need to be run for legionella tests.	Fountains sealed off. Children to bring labelled water bottles.	CE	Ongoing
<b>FIRE SAFETY</b> Fire systems in light of partial closures Fire door mechanisms to check Alarm system	All  Risk if faults are in the system	Fire safety checks have been undertaken during the period of partial opening	Check all fire extinguishers and fire doors, fire alarm tested Refine fire drill procedures Fire Practice - children to walk through entering the playground with their Teachers, who will remain with the children, the children will no longer huddle round the Teachers they will form a spaced-out huddle around their Teacher. Once all year groups have walked through what is required, a practice at a set time will take place. No alarms initially. Staff to meet at staff meeting point.	CE  All staff	Ongoing
<b>VENTILATION</b>	All Transmission of the virus	Inside classroom doors remain open at present and windows are open to maintain an air flow.	Continue present practices as long as weather conditions allow. Doors from classrooms into corridors will remain open.	All staff	Ongoing

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<b>CLEANING</b> Classrooms-general	All Transmission of the virus	Cleaning has taken place as each new classroom has been opened during partial closure	Continue to order cleaning materials in good time to ensure there is enough stock in school. Chase materials where invoice states 'to follow'. Regular cleaning throughout the day. Classrooms provided with cleaning fluid. When change of groups, all chairs and tables will be wiped. Midday cleaning of handles, frequently touched surfaces and communal areas. Robust cleaning will continue at the end of the day. Tables and chairs to be wiped by class staff. Chairs to be on tables at the end of the day. Gloves, aprons and masks provided to cleaners	HW  SM  Class staff	Ongoing
Classroom - specific	Transmission of the virus	Continue to ensure classrooms are fully stocked with readily available tissues, surface cleaner, cloths, gloves, masks at a safe height.	Ongoing. Check each classroom has stock of cleaning materials and first aid. Ensure monitoring procedures are in place. Each classroom to have a first aid kit.	HW HS (1 <sup>st</sup> aid)	Ongoing
<b>CLEANING MATERIALS</b>	All Transmission of the virus	Initial audit done and cleaning materials acquired	Maintain a good supply.	HW	Ongoing
<b>CLEANING</b> (Toilets)	All Transmission of the virus	Continue to ensure all toilets are fully stocked with liquid soap and paper towels - to be regularly checked throughout the day Toilets, surfaces and door handles cleaned/disinfected by cleaning staff after lunch.	Ongoing. Ensure monitoring procedures are in place. Mid-morning cleaning to continue.  The main door in junior cloakroom will remain wedged back to avoid touching of the handle. Posters will continue to reinforce good handwashing techniques and hygiene practices. Toilets are allocated to specific year groups and are labelled. Staff to send one child at a time to the toilet.	Cleaners      All staff	Ongoing

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<b>HAND WASHING</b>	All Transmission of the virus	Adults and children to be reminded on a regular basis to wash their hands for 20 seconds with water and soap/ gel. Continually reinforce the importance of proper drying with disposable towels.	<p>To continue with these procedures. Staff and children:</p> <ul style="list-style-type: none"> <li>On entering school</li> <li>Before and after breaktime</li> <li>Before and after eating</li> <li>Before leaving school</li> <li>After sneezing/coughing etc</li> <li>On entry and exit from different rooms.</li> </ul> <p>PSHE lessons in March to reinforce these messages. Posters, social stories etc to reinforce message.</p> <p>Gel will be available in all areas of the school and must be administered by adults only.</p>	All	Ongoing
<b>SOCIAL DISTANCING</b>	All Transmission of the virus	Adults and children constantly reminded of distancing when moving around the school and in class	<p>Adults to keep their distance from each other. If not possible, they are advised to wear a mask.</p> <p>Avoid prolonged periods of contact</p> <p>Year groups to be timetabled re movement eg playtimes, lunchtimes</p> <p>Adults to escort large groups of children around the school</p> <p>Seating to be forward facing</p> <p>Any movement where possible to be done around the outside of the building.</p> <p>Bubbles to be escorted by an adult so there isn't any crossing/ mixing.</p> <p>Regular reminders to parents re social distancing</p> <p>Children to wear PE kits to school on the days they have PE so there is no sharing / walking to and from changing rooms.</p> <p>Staff to wear mask when moving around communal areas, on entry and exit from school, when admitting/ dismissing children from class. Staff to follow procedures on how to remove masks safely.</p> <p><a href="https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own">https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own</a></p> <p>Meetings- Staff to have virtual staff meetings using Teams.</p>	All	Ongoing

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<b>RESPIRATORY HYGIENE</b>	All Transmission of the virus	Taught to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues available. Posters, rhymes, social stories used to reinforce.	Continue these procedures. Teach children that if they are going to sneeze before they can get a tissue then to sneeze in the crook of their arm not into their hand. PSHE lessons in March to reinforce these messages. Deliberately sneezing, coughing or spitting in someone's face will be a breach of school behaviour policy and will need reporting to CT, SLT and HTs. All rooms to have tissue bin, separate from other bins. This will be emptied daily, using double bagging. Masks available for all staff if they wish to wear one or they can choose to wear their own. Visors available for staff who deal with intimate care. PPE worn by staff for intimate care. All parents to wear a face mask when on school site unless exempt.	All staff	March
<b>INJURIES</b>	Injury to child that can affect their physical wellbeing.	Minor injuries attended to by bubble staff Any injuries of a significant nature, a 1 <sup>st</sup> aider attends to injury, parent informed immediately otherwise a yellow slip is given to inform parent	Each room to be equipped with a first aid kit. This is to be taken out for play/ lunches. Minor injuries such as a graze, will be attended to by bubble staff. Staff to wear PPE. A first aider can be called upon if required. Usual procedure for recording injury is followed. Yellow slip given to child after treatment. For more significant injuries, the child will be taken to the medical room. One child will be allowed in the medical room at one time, unless they are in the same bubble. The first aider will be wearing PPE and will attend to the injury. Usual procedures will be followed in terms of responding to the injury. When the child leaves the medical room, the chair and surfaces will be disinfected. If another child arrives whilst a child is being attended to in the medical room, the other child is seen outside the medical room by another first aider, until the medical room is clear and cleaned.	Relevant staff 1 <sup>st</sup> aider	Ongoing
<b>Administering inhalers/ medication</b>	Child needing medical attention	Inhalers / medication are kept in the cupboard in the classroom. Use is recorded.	Inhalers to be kept in a box in a cupboard in the classroom. Taken out for PE. If a child requires an inhaler/ medication during the school day, a 2 <sup>nd</sup> person is required, preferably one of the 1 <sup>st</sup> aiders. A 1 <sup>st</sup> aider is allocated to a bay: NW=EYs, LB=Yr1 bay, HS=Yr=Yr2/3 bay and hut, Yr3/4 bay=LR YR5/6 bay=KG. Usual procedures to be followed. If allocated 1 <sup>st</sup> aider cannot be located, call upon any of the 1 <sup>st</sup> aiders. Appropriate PPE to be worn by 1 <sup>st</sup> aider. (Additional 1 <sup>st</sup> aiders EA, IW,SH).	1 <sup>st</sup> Aiders All staff	March 2021

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<b>Health and safety equipment</b>					
<b>CROSS CONTAMINATION FROM RESOURCES</b>	All Transmission of the virus	Provide individual named packs of stationery resources for children.	Order more stationery. Replenish from main stock as and when required Individual packs can remain on tables at the end of day for cleaning.	Office	March 2021
Wipeable resources	All Transmission of the virus	Washable/wipeable equipment that is handled must be cleaned after use.	Continue to separate resources and clean before they are used by different classes. Scissors to be handed out when needed and wiped/ quarantined on return. Outdoor play equipment boxes set up for each Year group bubble. Children to gel hands before and after if using i-pads and laptops.	All staff  IW	Ongoing
Non wipeable resources	All Transmission of the virus	Equipment is currently used.	To provide a full curriculum we will need to use non washable/wipeable equipment e.g. books, pastels, jigsaws, lotto games, some items etc in rainy day boxes. (Books may now go home.) When books (equipment) have been handled they will need to 'go into quarantine' for 48 hours minimum with 72 hrs for plastics. Quarantined books kept in stock cupboards for the period. Equipment 'quarantined' on Monday can be reused on Friday. When using i-pads / laptops , children to gel hands before and after use.	Teachers	March 2021
<b>EYFS PROVISION</b>	All Transmission of the virus	Reduced resources	Where possible Early Years - to look at reducing the amount of resources in each class area and ensure that resources used are wiped at the end of each day and regular washing of resources used. Rotation of resources available to ensure opportunities to clean them regularly.	EYs staff	Ongoing
<b>SMILEYS</b>	All Transmission of the virus	Smiley reward system being used but adapted	The distribution of Smileys will be administered in a safe way, eg children asked who has been awarded a smiley. Teacher with sanitised hands takes smiley and puts in child's wallet. For groups, adults to record and send information to class teacher who will award. At the end of the week, adult/ child with sanitised hands, tallies up Smileys.	Staff	March 2021
Communal 'fixed' resources	All Transmission of the virus	Continue to use hand sanitiser before using shared phones, photocopier etc	Ensure hand sanitisers are in place and kept in good supply. Ensure wipes are available and a clear notice reminding staff to wipe before use. Only 2 members of staff to be in the photocopying room (excludes staff working at desks). Hand sanitise before using photocopier.	Staff	Ongoing

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<b>Health and safety – SOCIAL DISTANCING</b>					
<b>ARRIVALS &amp; DEPARTURES</b>  Staff	All Transmission of the virus	One person in foyer to sign in/out at a time. Use hand sanitiser before touching release button. Staff to bring own pen to sign in and out.	Continue this system.	All staff	Ongoing
Parents	All Transmission of the virus	Parents are not permitted in the building without prior appointment.	Continue same procedures. Parents to be contacted by letter, email, phone or TEAMS whenever possible. Reminders to go out in March. Parents asked to wear face masks when on site (unless exempt).	All staff	March 2021
Children and parents	All Transmission of the virus	Staggered start & finish times and different entrances and exits	Children can continue to be accompanied by one adult and siblings, remaining in a family group. Younger children should hold their parent's hand. Each class will be given a specific entry and exit point and staggered timings. Children to enter/exit by their outside classroom door and wash their hands, on entry/exit. Staggered start and finish times for different year groups. Use different gates for entry and exit points.  Parental reminders on website, emails, texts Parents must not enter the building. Parents reminded to distance at delivery and collection points and leave site immediately once all their children are collected. If a parent wants their child to walk home unaccompanied, they need to notify the school.	Children/parents/carers	March 2021
Bottlenecks	All Transmission of the virus	Currently parents now know procedures and children put their coats on spare chair	Full capacity will mean more footfall. Staff will be outside near gates and doors initially to direct children and parents and ensure social distancing. Staff will be in cloakrooms to ensure quick placing of personal belongings. Minimise equipment brought into and taken from school.	TAs	March 2021



		next to them in classroom.			
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Nurse provision	All Transmission of the virus	Staggered times	Co-ordinate with nursery start and finish times to limit flow of adults and children. Children to hold hands with parents.	HTs	March 2021
Arriving by public transport	All Transmission of the virus	Staff generally arrive in own transport. Provision children to arrive and leave in LA transport.	Provision manager to liaise with transport. Any provision children who arrive on transport to wear PPE when collecting and taking children to the bus.	Staff SB HS	March 2021
Visitors	All Transmission of the virus	Limit visitors to school. Only one visitor at a time to enter the school.	Poster on reception door. 'Only enter if no-one else is in reception area. Please use hand gel before registering or using keypad and on leaving premises. School number: 01582 617500 Emails to be encouraged. Hand sanitiser available. Closed window to office. Reminders to parents. Key contractors advised to be on site outside of school hours where possible. Share visitor protocol.	Staff	March 2021
<b>GROUPING CHILDREN</b>	All Transmission of the virus	Children will work/ play as year group bubbles	Children will remain in year group bubbles. Groups such as phonics and maths, English in Year 6 to go ahead. Staff to wash hands prior to teaching. Tables and chairs wiped after use. Movement of children in bubbles will be supervised by staff and shared areas will be cleaned before each new group. Lunchtimes and playtimes timetabled and staggered so there is no cross over of bubbles. Children to sit seated forwards. Staff to maintain their distance. If unable to, staff to wear a mask.	All staff	March 2021
Interventions	All Transmission of the virus	Within class bubbles.	Interventions will take place in an identified area, where the member of support staff will maintain a distance from the pupils. (Bay areas will need to be set out differently). Pupils will be collected by staff and bring their equipment with them to the intervention area. The area will be cleaned before any other pupils use the area. Staff will wash their hands between each group. Staff members working in this way will provide interventions across either KS1, lower KS2 or upper KS2.	Staff	March 2021

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<b>ORGANISATION:</b> Physical (Excluding EYFS)	All Transmission of the virus	Children sat facing forwards	Tables to be set out in short rows, to facilitate ease of movement and monitoring of work. Careful positioning of pupils by Teacher – thinking about SEND and those with low levels of engagement during lockdown. Teachers should try to maintain as much distance as possible when speaking.	Teachers TAs	March 2021
Classroom organisation: Teaching methods	All Transmission of the virus	Individual work	In order to lessen face to face contact. Teachers should be planning differently – collaborative group work, talking partners etc should be avoided.  Outside learning, socially distanced, is to be encouraged whenever possible.  (EYFS will facilitate ‘playing alongside’ as much as possible but guidance recognises that younger children will find social distancing difficult)	Teachers	March 2021
Staff deployment       Trainees	All Transmission of the virus		There may be times where staff are deployed and used more flexibly. This will not be at the expense of supporting children with SEND.  Any changes in role will be discussed, ensuring staff have the skills and expertise to carry out the role.  TAs may be asked to lead groups/ cover lessons/ part of lunchtime.  External supply will be avoided wherever possible.  To stay in a bubble and follow school protocols  School to provide LFTs to be administered on Weds and Sunday mornings	Teachers TAs	March 2021
Teaching music	All Transmission of the virus		Singing, wind and brass playing should not take place in larger groups, indoors. They may take place in smaller groups in well ventilated spaces, preferably outdoors, with distancing and careful positioning. Music to be taught. Instruments will be wiped before and after. Music service to provide their risk assessment. Peripatetic teachers will take a LFT prior to coming into school. They will wear a visor. They will enter/ exit the music hut from outside.	Teachers Music service teachers	March 2021

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Educational visits	All Transmission of the virus	Not currently taking place	No educational visits at this time.	Staff	As needed
Assemblies	All Transmission of the virus	Not currently taking place.	An act of worship will take place daily in classes. This can include recordings of stories, or Teachers reading stories/ discussion etc.	All staff	March 2021
Playtimes	All Transmission of the virus	Children play out on the field or playground in zoned areas.	Playtimes will be staggered by Year group. Year groups will play in their designated zoned areas, socially distanced. In addition, most year groups will have a WUW (Wake Up Walk). Many children have been inactive during lockdown and will need more physical activity. The daily mile track will be timetabled and actively encouraged for bubble use. Hands washed/sanitised after playtime.	Teachers TAs	Ongoing
Lateral Flow Tests	All	Staff who are choosing to test, do so on a Sunday and Wednesday morning.	All staff offered LFTs. To be administered on Weds and Sunday ams. Positive cases to be reported to HTs as well as reporting online. Parents advised to take child(ren) for test if displaying symptoms. Provide tests from school if they are unable to book.	All staff HS	March 2021
<b>LUNCHTIMES</b>	All Transmission of the virus	Children are bringing their own packed lunches or are having a school dinner.	The kitchen will provide hot lunches. Lunchtimes will be staggered. EYFS will eat in the hall, Yr 1 Orchard, Yr 2 hall, Yr 3 Orchard, Yrs 4,5,6 will eat in their classrooms delivered from a mobile heated trolley. Cleaning will take place in between each year group in shared areas. Tables in the hall will be placed in rows but seating will only be on one side. Hands will be washed before and after eating. Teachers/TAs/MDSAs to walk their class to hall/ Orchard. Staggered times so no crossing of bubbles when coming into/ out of lunch.	Kitchen staff  MDSAs	March 2021
<b>EXTENDED SCHOOL:</b> Breakfast Club	All Transmission of the virus		Breakfast and after school clubs to continue. Based in the hall. There will be 1 registration point – the Hall entrance. Submit breakfast order, wash hands in designated bubble washing area, sit at designated year group table. Staff to use the outdoor space as much as possible. Play, socially distanced, in a designated area, when weather permits (in bubbles). Children will be escorted to their classroom by staff for their starting time. Information updates to parents.	LB to coordinate with SB	March 2021
After school club	All Transmission of the virus		Classes that finish before 3:30, teachers will need to keep their ASC children up to that point and then escort them to the hall. Bubbles to distance when seated. Use the outdoor space as much as possible, keeping children in their bubbles. Information updates to parents	ASC staff	March 2021

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Clubs	All Transmission of the virus	No clubs taking at present	Clubs may continue after the Easter break. Children should be taken wherever possible from the same year group. Resources should not be shared and should be cleaned/ quarantined after use	Staff	April 2021

Health and safety – Coronavirus					
<b>ANY ONE PRESENTING WITH CORONAVIRUS SYMPTOMS</b>	All Transmission of the virus	Anyone believing they have symptoms should not enter school but should inform school and get tested. Follow Government guidelines	Follow these guidelines: If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow ' <a href="#">stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</a> ', which sets out that they must self-isolate and should <a href="#">arrange to have a test</a> to see if they have coronavirus (COVID-19). If positive, self-isolate for 10 days. Other members of their household (including any siblings) should self-isolate for 10 days from when the symptomatic person first had symptoms. If child/ adult tests positive, those who have been in close proximity with a person will need to self-isolate for 10 days. Heads to contact LA Covid hotline to run through risk assessment and identify close contacts. HTs to be in regular communication with affected staff and parents.	All	Ongoing
Child presents with symptoms whilst at school	All Transmission of the virus	Following government guidelines	Follow guidelines: Isolate child and office phone parents. Staff to wear PPE and child awaiting collection, should be moved, if possible, to a room, where they can be isolated behind a closed door, or outside if weather permits, depending on the age and needs of the child, with appropriate adult supervision. A window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. Child to leave school building using the outdoor route where possible. If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else. Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or	Child presenting with symptoms and siblings	Ongoing

			they have been requested to do so by NHS Test and Trace. Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with the appropriate cleaning products after they have left to reduce the risk of passing the infection on to other people.		
<b>SOMEONE TESTS POSITIVE</b>	All Transmission of the virus		<p><b>Engage with the NHS Test and Trace process</b></p> <p>If someone tests positive, they should follow the <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a> and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 10 days. Provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace. <a href="#">Self-isolate</a> if you have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19). Parents/ staff to inform HTs. School to identify close contacts. HTs liaise with LA Covid hotline to run through actions.</p>	Anyone testing positive	Ongoing
<b>Managing a confirmed case</b>			<p><b>Manage confirmed cases of coronavirus (COVID-19) amongst the school community</b></p> <p>Schools must contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p> <p>The health protection team will carry out a risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <p>Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious. Close contact means:</p>	School HP team	Ongoing

			<ul style="list-style-type: none"> <li>• direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)</li> <li>• proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes total in the day) with an infected individual</li> <li>• travelling in a small vehicle, like a car, with an infected person</li> </ul> <p>The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we keep a record of pupils and staff in each group, A template letter will be sent to parents and staff if needed. Schools must not share the names or details of people with coronavirus, unless essential to protect others. Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow the stay at home guidance. (as above)</p>		
Staff shortage	Children's learning		Teaching assistants may be deployed to lead groups or cover lessons, under the direction and supervision of a qualified, teacher (under the Education (Specified Work) (England) Regulations 2012). Any redeployments should not be at the expense of supporting pupils with SEND. Headteachers will be satisfied that the person has the appropriate skills, expertise and experience to carry out the work, and discuss and agree any proposed changes in role or responsibility with the member of staff.	Teachers TAs HTs	If needed
Children in self-isolation	Children's learning	Work is provided via email.	If children are in self-isolation and well enough, they will continue to access the learning as per the Remote Learning policy. Teachers will email work to the parents.	Any child isolating	March 2021
Staff in self-isolation/ shielding			If staff are well (member of household has tested positive) or are shielding, they will be teaching via Teams for the duration of their working hours. TAs will support in the classroom if a teacher is teaching remotely.	Staff self-isolating/ shielding	March 2021
Children whose progress has been most adversely affected	Fall behind and stay behind in their learning	Monitoring engagement	Teachers to identify pupils most adversely affected and disengaged during lockdown. Teachers to identify gaps in all children's learning and adapt the curriculum accordingly. Staff to prioritise 'catch up' target groups. Use government funding from Catch up Support to meet individual needs.	Target groups where gap has widened	March 2021

